

AGENDA

**REGULAR MEETING
BOARD OF COMMISSIONERS
315 WEST SECOND STREET
FRANKFORT, KY 40601
(502) 875-8500**

**DECEMBER 19, 2002
5:00 P.M. (EST)**

- 1. INVOCATION** Jack Shoup, Associate Pastor, Grace Fellowship
ROLL CALL
MINUTES December 2 Special Meeting & Work Session, December 5 Regular Meeting
MAYOR'S REPORT

2. CEREMONIAL ITEMS

2.1 Report from the Downtown Streetscape Design/Advisory Committee.

Background: Chairman Bill Crumbaugh has requested the opportunity to provide a verbal report at the December 19 regular meeting regarding the status of the Renaissance Streetscape Program. Reference is made to Item 5.1 on this agenda pertaining to a resolution authorizing the submission of the Phase III grant application for Renaissance Streetscape improvements.

Chairman Crumbaugh will report also on the recent meetings of the Committee and the vision for the future of the Streetscape Program.

3. ORDINANCES

3.1 First reading of "An Ordinance Amending Frankfort Municipal Code Chapter 2.93, Salaries and Wages, Section 2.93.242 – Same – Entry Level Salaries and Salaries of Specially Qualified Public Safety Personnel and 2.93.250 Same – Advancement or Separation Following Probationary Period."

Purpose: The purpose of this ordinance is to allow the hiring of certified and experienced firefighters, firefighter-EMT's, firefighter-paramedics and peace officers to enter the service of the City at the level of pay they would receive as if their prior service had been with the City of Frankfort, up to a maximum of six (6) years. The ordinance further removes reference to eighteen (18) month probationary period. Other changes were made for the purpose of updating these sections.

Background: On 11/4/02, at the Board work session, Police Chief Ted Evans, Fire Chief Wallace Possich, and Personnel Director Brenda Kersey reviewed with the Board recent problems in maintaining manning levels in the Police Department and Fire Department which had resulted in additional overtime expenses. Recommendations were presented to the Board to accelerate the recruitment and selection process when vacancies are anticipated due to resignation or retirement. In addition, the overall recruitment program for public safety personnel could be enhanced by establishing proper pay grades for applicants who have already received the necessary certifications for police or fire employment. The Board endorsed this amendment to the compensation program and directed that the appropriate ordinance be prepared by the City Solicitor.

Recommendation: Provide first reading.

Attachment: Ordinance.

Contact Information:

Name:	Brenda Kersey	Ted Evans	Wallace Possich
Title:	Personnel Director	Police Chief	Fire Chief
Department:	City Manager's Office	Police Department	Fire Department
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3.2 First reading of "An Ordinance Accepting Debbie Drive, Jason Drive, Majority Court, Murdock Court, Commodore Drive, Skipper Drive, Ensign Drive and Imperial Drive as Public Streets." .
(Public Works Department)

Purpose: The purpose of this item is to consider an ordinance to accept the streets within the Imperial Mobile Home Park Subdivision into the City street system for maintenance.

Background: With the adoption of the City's Solid Waste Ordinance in January, 2001 property owners, tenants or lessees of residential property were required to place their garbage in front of their premise near the street edge for collection. City sanitation workers were not to collect garbage located outside designated public right-of-ways. Trash collection on private property stopped for a period of time after the new ordinance was implemented. The affected property owners had the following options to continue City service: dedicate the private streets within their development to public use, add the City on their insurance policy to cover liability issues, or contract their trash collection with a private collection service. Imperial Mobile Home Park agreed to dedicate the streets within the development to the public to continue City service. The Planning Commission approved the Imperial Mobile Home Subdivision Plat which dedicated the right-of-way within the development on 7/24/02. Prior to the dedication of the streets, the City outlined certain street improvements, such as paving, that would be required in order for the City to take over maintenance responsibilities.

The property owner requests that the City take over the maintenance of the streets since the required improvements and right-of-way dedication have been completed. The Public Works Department has inspected the streets and any deficiencies noted have been corrected. The streets meet the requirements that were specified at the time of approval. Approval of the ordinance to accept the street will complete the official action required for acceptance into the City street system.

Recommendation: Provide first reading.

Attachments: Ordinance.

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: (502) 875-8563
E-mail: jhackbrt@fewpb.com

4. ORDERS

None.

5. RESOLUTIONS

5.1 A Resolution Authorizing the Filing of an Application for 2002 Kentucky Renaissance TE-21

Grant Funds and Designating the Mayor to Execute All Grant Documents Pertaining to this Application. (Special Projects, City Manager's Office)

Purpose: The purpose of this item is to consider a resolution authorizing the filing of an application for Streetscape Phase III grant funding and authorize the Mayor to execute all grant related documents. (This is to re-apply for the same Streetscape Phase III activities which were submitted but not funded in February, 2002. There are no changes to the scope of work or the cost estimates as submitted in 2002.)

Background: TE-21 Renaissance applications are due no later than 2/14/03. An application was submitted in February, 2001 and again in February, 2002 with the addition of the lighting and sidewalk for the south side of the 400 and 500 blocks of Broadway, but has not been funded due to limited available funds and several new cities entering the Renaissance Program. The applications followed public comment, grant requirements, and the Streetscape Master Plan and include the following activities at an estimated cost of \$995,831 (\$796,505 TE funds, \$99,763 Local funds, \$99,563 State funds) as proposed by the Streetscape Committee:

Reconstruct sidewalks in portions of the 100 and 300 blocks of W. Main and on the south side of the 400 and 500 blocks of Broadway; install 5 globe lighting in the 100 and 300 blocks of W. Main and on the 100 and 200 blocks of St. Clair; install uniform streetlight fixtures and pedestrian lighting on Wapping, Wilkinson, Washington, 400 and 500 blocks on the south side of Broadway, and the 400 and 500 blocks of W. Main; install underground utilities (only for lighting) on the 100 and 300 blocks of W. Main and the 100 and 200 blocks of St. Clair and Wapping (this will be done with trenching in the street and then repair of the asphalt); bury all utilities on the north side of the 400 and 500 blocks of W. Main using the trenching method; install trash receptacles on commercial blocks included in the project; install pedestrian crosswalks at Main and Ann Streets and at Main and Madison; relocate and reinstall fountain; re-landscape St. Clair Bridge Planter; install lighting at Watson Ct. entrance; install 4 historic markers at appropriate sites to be determined, procure architect/engineer design/management services, and have an architectural landscape plan prepared and implemented.

All plans and specifications are subject to approval by the Kentucky Heritage Council. These activities will substantially complete the requirements under the Streetscape Master Plan for the north Frankfort area of the Renaissance District. Phase IV could then address Master Plan activities for remaining areas within the Renaissance District.

Attachments: Resolution.

Financial Analysis: Local match is 20%. Renaissance grant funds of \$99,653 are requested for approximately half of the match. The remaining \$99,763 must be budgeted in the City's 2003-04 Capital Improvements Budget. Please note that it is not unusual to have to submit a revised budget for a reduced funding amount and local match since this is a very competitive program and the funds awarded may be less than the amount requested.

Recommendation: Approval.

Contact Person

Name: Margaret Jo Shockley
Title: Grants Manager
Department: City Manager, Special Projects Office
Phone: (502) 875-8500

E-Mail: jshockley@fewpb.com

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Commission member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

6.1 Bid Authorization: Leonardwood Drive Extension Project - Brighton Engineers, Inc. (Public Works Department)

Background: In 1998, the Board of Commissioners approved a land swap agreement with Ashwood Place Limited Partners to allow for the realignment of the road to connect into the Poplar Creek Shopping Center. Ashwood Place Limited Partnership agreed to construct approximately 295' of the approximately 1100' new roadway as per the Agreement with the City on 1/28/98. Following an extensive delay executing the land swap, the City approved the final construction design with Brighton Engineers, Inc. on 10/24/02.

Brighton Engineers, Inc. have nearly completed the construction drawings and specifications for the Leonardwood Drive Extension Project. Leonardwood Drive was built in the mid-1990's to serve the Poplar Creek Shopping Center. Due to the traffic generated by this development, an extension of the existing roadway to Kings Daughter Drive is needed to alleviate traffic congestion on US 127 South. A date for the bid opening has not been set but is anticipated for February, 2002 and contract award in April, 2003. The project construction time is estimated at 120 days.

Recommendation: Authorize the seeking of bids for the construction of the Leonardwood Drive Extension Project.

Attachments: None.

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: (502) 875-8563
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6.2 Consent to Enter and Construct Gas Pipeline through Fort Hill Park with Columbia Gas. (Public Works Department)

Purpose: The purpose of this item is to approve a consent form with Columbia Gas to construct and install a gas pipeline across the Fort Hill property as described in DB 205, Pg 069 in the Office of the Franklin County Clerk.

Background: Columbia Gas requests permission to construct a new gas line across the Fort Hill property to serve the new Transportation Cabinet Building located on Mero Street. At present, Columbia Gas does not have sufficient gas supply to serve the new building. Columbia Gas has supplied the City with proposed alignments through Fort Hill and has met with Steve Brooks on site to discuss the alternatives. Steve Brooks, Parks & Recreation Director, indicated that the proposed gas line alignments would not interfere with their future plans for the park. The gas line construction is scheduled for January through May and will not conflict with any of the Parks and Recreation's scheduled events according to Steve Brooks. Columbia Gas will shut down the

construction of the pipeline if there is a conflict with a scheduled or unscheduled event. Once the gas line is installed, Columbia Gas will prepare an as-built drawing of the new facility and a gas pipeline easement within forty five (45) days upon project completion. The consent form states that Columbia Gas will promptly replace and restore the disturbed area by the construction and maintenance of the pipeline to its original condition.

Recommendation: Accept a consent form with Columbia Gas to construct and install a gas pipeline across the Fort Hill Park property, subject to future conveyance of easement.

Attachments: Consent to Enter and Construct Gas Pipeline.

Contact Person

Name:	Jeff Hackbart	Vernon Smith
Title:	Director	
Department:	Public Works	Paddock Oil & Gas, Inc.
Phone	(502) 875-8563	(859) 887-2375
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6.3 Bid Award – Sports Equipment for the 2002-2003 Season. (Parks & Recreation)

Purpose: The purpose of this item is to award the bid for sports equipment for the 2002-2003 season.

Background: On 10/24/02, the Board of Commissioners authorized Parks & Recreation to solicit bids for sports equipment for the 2002-2003 season. This is an annual bid process in which Parks and Recreation orders baseballs, catcher's face masks, leg guards, chest protectors, catchers mitts, batting helmets, batters tees, softballs, volleyball nets and balls, tennis nets and tennis balls, etc. These items are used for the youth baseball and softball leagues as well as the adult softball leagues, tennis and volleyball leagues. Bids were sent to six vendors with only one vendor response. It is recommended that Shively Sporting Goods of Louisville, Kentucky receive the bid award in the amount of \$26,789.49.

Financial Analysis: The total bid price of \$26,789.49 is within the projected impact of \$25,000 - \$30,000 and is budgeted in the 2002-2003 Parks and Recreation Department Sports Equipment Account for this purchase.

Recommendation: Authorize bid award for sports equipment for the Parks & Recreation Department with Shively Sport Goods from Louisville, Kentucky in the amount of \$26,789.49.

Attachments: None.

Contact Person

Name:	Steve Brooks
Title:	Director
Department:	Parks & Recreation
Phone:	(502) 875-8575
E-Mail:	parksrec@mis.net

6.4 Personnel.

<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Effective Date</u>	<u>Other</u>
Retirement	Cecil Hedges	Fire	12/31/02	Driver-Utility position, Payment of 366 accrued Vacation hours and 100 hours holiday leave
Promotion	Eddie Wiley	Public Works	12/20/02	From position of Maintenance Worker to Position of Equipment Operator I

Attachments: None.

Contact Person:

Name: Brenda Kersey
 Title: Personnel Director
 Department: City Manager's Office
 Phone: (502) 875-8500
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7. BOARD APPOINTMENTS

8. OLD BUSINESS

8.1 Development Standards And Requirements for Carpenter Farms – Lots 5A, 5B, 5C, 5D, & 5E. (Department of Planning and Building Codes)

Purpose: The Board of Commissioners requested that Development Standards and Requirements be drafted and approved for the remaining portion of City owned property at Frankfort Research and Office Park (aka Carpenter Farm) that fronts on Flynn Avenue.

The purpose is 1) to ensure adequate and reasonable development of the Research and Office Park; 2) to develop the Research and Office Park with a park-like character; 3) to ensure proper, desirable use and appropriate development and improvement of each site; 4) to protect the owners of buildings against improper and undesirable use of surrounding building sites that will depreciate the value of their properties; 5) to guard against the erecting of structures built of improper or unsuitable materials; 6) to encourage the erection of attractive improvements, with appropriate locations on building sites; 7) to ensure and maintain proper setbacks from streets and adequate open spaces between structures which will insure a park-like character; and 8) in general, to provide for a higher design and quality of improvement of said property.

Background: On 6/18/02, the Board of Commissioners approved Development Standards and Requirements (deeded covenants) and authorization to execute a deed for Lot 2B-4 in Frankfort Research & Office Park.

On 8/8/02, the Board of Commissioners approved an amendment to the Development Standards and Requirements for Lot 2B-4 and included the same requirements/covenants for the abutting Lots 2B-1, 2B-2, & 2B-3.

On 12/5/02, the City Solicitor recommended the postponement of action on this item for additional legal review. The item was subsequently deferred until the Board meeting on 12/19/02.

On 12/19/02, the City Solicitor will report any review comments on the proposed standards and requirements.

Recommendation: Approval, subject to final legal review.

Attachments: Development Standards & Requirements for Lots 5A, 5B, 5C, 5D, & 5E dated 12/10/02.
Development Standards & Requirements for Lots 2B-1, 2B-2, 2B-3, and 2B-4 dated 8/8/02.

Contact Person

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9. NEW BUSINESS

9.1 Amendment No.1 with HMB Engineers, Inc. for the Jones Run Pump Station Upgrade Project. (Public Works)

Purpose: The purpose of this item is consider Amendment No.1 with HMB Engineers, Inc. to include the construction administration and resident inspection services required for Contract II – Jones Run Pump Station Upgrade Project.

Background: On 1/28/02, the City awarded HMB Engineers, Inc. a design engineering contract to 1.) Prepare the final construction plans and specifications for the Holmes Street storm water collection system, Jones Run Pump Station Upgrade Project, and the East Main Outlet Project, 2.) Advertise and bid the three projects, 3.) Assist in easement acquisition, and 4.) Assist the City in project coordination and public meetings. The Board of Commissioners authorized the solicitation of bids for the project on 10/24/02. Bids were opened on 11/21/02 and the project is slated to begin construction March, 2003.

Construction monitoring and preparation of as-built drawings are needed during the construction phase. HMB has submitted Amendment 1 to the original professional service agreement not to exceed \$80,000. The construction monitoring services shall include:

- (1) Measure quantities for payment.
- (2) Monitor pump testing and approve shop drawings.
- (3) Review contractors pay request.
- (4) Perform construction inspection.
- (5) Perform field surveying in the preparation of as-built drawings.

Financial Analysis –The total project cost for the design (\$69,450), inspection and administration (\$80,000), and construction (\$1,260,223) is \$1,409,673. Funds are available in the 1997 Bond Issue for the construction inspection and administration fee not to exceed \$80,000.

Recommendation: Approval.

Attachments: Amendment No. 1.

Contact Person

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Department: Public Works
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9.2 Bid Award: Jones Run Pump Station Upgrade Project - HMB Professional Engineers, Inc. (Public Works Department)

Purpose: The purpose of this item is to consider two bid awards for the Jones Run Project-Division No. 1 to MWI Corporation and Division No. 2 to Smith Contractors, Inc.

Background: The Board of Commissioners authorized bids for construction of the Jones Run Pump Station Upgrade Project on 10/24/02. The bids were opened on 11/21/02 and the City received one bid for Division No. 1 (Pumps and controls) and five bids for Division No. 2 (Sitework). HMB Engineers, Inc. has reviewed the bids and recommends awarding Division No. 1 to MWI Corporation in the amount of \$464,223.00. MWI Corporation fabricated and installed the pumps in Jones Run Pump Station No. 2 and is familiar with the conditions and requirements of the Upgrade Project. Although MWI was the only bidder for the pumps and controls, HMB states that the bid price is in line with the project budget for the pumps and controls. HMB bid the pumps and controls separate from the sitework so that the City would save on contractor markup for this item.

HMB Engineers also recommends awarding Division No. 2 for the Upgrade Project to Smith Contractors, Inc. for the bid amount of \$796,000.00. Smith Contractors submitted the lowest base bid of the five Division No. 2 bidders. HMB performed three performance and reference checks as part of their recommendation process.

The Jones Run Upgrade Project is slated to begin site construction this April. Due to the pumps and controls fabrication time, it is recommended that the City order these items in January to meet the anticipated installation date of June 2003. HMB anticipates that the project completion date will be August of 2003.

Financial Analysis: The total cost for Division No. 1 and Division No. 2 for the Jones Run Pump Station Upgrade Project is \$1,260,223. Funds are available for these construction services in the 1997 Bond Issue.

Recommendation: Approval.

Attachments: Letter from HMB, Inc. dated 12/5/02.

Contact Person

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9.3 Temporary Construction Easement to Franklin County Fiscal Court for construction of a water line along Snow Hill Road. (Public Works Department)

Purpose: The purpose of this item is to consider granting a temporary construction easement to the Franklin County Fiscal Court for the installation of a water line along Snow Hill Road.

Background: The Franklin County Fiscal Court is constructing a new water line for residents along Snow Hill Road who are currently without public water service. The water line will extend from Bald Knob Road (U.S. 421 North) to the terminus of Snow Hill Road. Fiscal Court requires an eighty foot wide temporary construction easement across City property that lies adjacent to Snow

Hill Road. The installation of the water line will require the County to excavate beyond the right-of-way due to the steep side slopes adjacent to the roadway. Also, an abandoned house that lies on City property next to the right-of-way will be demolished by the County and properly disposed of by the City. The dilapidated house is in the way of the proposed construction and needs to be removed anyway due to its deteriorated condition. Once installed, the County will repair the roadway and disturbed areas to their original or better condition. Said easement will terminate and revert upon completion of the project.

The City has owned the parcel of property for over 30 years and it was used as a dump site for tree stumps in the 1970's.

The disposal of the dilapidated house is estimated to cost \$3,000. Funds are available in the Street Department Budget for this item.

Recommendation: Approval.

Attachments: Temporary Construction Easement.

Contact Person

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9.4 2002 – 2003 Unscheduled Highway Needs Priority List with Bluegrass Area Development District (BGADD). (Public Works Department)

Purpose: The purpose of this item is to ratify the 2003 State Highway's Unscheduled Needs Priority List for projects within the City limits.

Background: Every two years the Kentucky Transportation Cabinet reviews its 6 Year Highway Plan as required by the Federal Government. Once priorities and funding levels have been established, new projects are added to the 6 year highway plan. The Cabinet requests input from the local and regional level prior to finalizing the updated 6 Year Highway Plan.

The Bluegrass Area Development District has requested that the City of Frankfort rank the identified highway projects for possible inclusion in the new 6 Year Highway Plan. Bruce Duncan, of the Bluegrass ADD, requested a meeting with the Franklin County Judge Executive, County Road Foreman, City Manager, and the Public Works Director to discuss the 2003 Unscheduled Needs List for Franklin County. The list of projects within the City limits remained relatively unchanged; however, two priority changes were discussed. The first change discussed was a possible I-64 Interchange near Cardwell Lane.

The new I-64 Interchange would create a new transportation corridor for residence and commuter traffic. The Cardwell Lane Project would relieve the heavily traveled 127 South between I-64 and US 60. The Board of Commissioners has historically supported the widening of 127 South due to the growing traffic congestion. Bruce Duncan of the Bluegrass ADD recommended changing the US 127 South Widening Project to a low priority while listing the I-64 interchange and Cardwell Lane re-alignment as a high priority. He indicated that the costs of the two alternatives were nearly the same but a new corridor would have a greater impact by relieving much of the commuter traffic from 127 South. Also discussed was adding the Limestone Extension Project which was identified in the Frankfort Urban Area Transportation Committee Report to the 2005 Unscheduled State Highway Needs List . With the tremendous growth experienced on the west side of town, the

Limestone Extension would create a new ingress/egress for Franklin Square Shopping Center to the East/West Connector. Modifications to the current project list and input from the Frankfort residents is needed in January of 2004 to amend the 2005 Unscheduled State Highway Needs List.

The second priority change discussed was the widening project of I-64 to six (6) lanes from US 127 to US 60 from a low priority project to a high priority project. This leg of the I-64 interstate is deemed to be the most costly leg between Lexington and Louisville to widen. This leg of the interstate widening will require massive rock cuts and several bridge re-constructions. According to Bruce Duncan, ranking this item as a high priority will not impact the funding of high local projects.

Recommended 2003 Unscheduled Kentucky Highway Needs List (I – High, II – Med, III – Low)

2001 Priority	2003 Priority	Project	Description	Cost (\$ Million)
I	III	US 127 South ¹	Widen to 6 lanes from I-64 to US 60	\$10.5
N/A	I	I-64 Interchange ²	New Interchange near Cardwell Lane	\$12.0
I	I	US 60 (Versailles Rd.) ³	Widen to 6 lanes from I-64 to US 60	\$10.9
I	III	Holmes Street ⁴	Widen or convert to one-way Couplet from High Street to US 421 (Thornhill Bypass)	\$18.5
III	III	Holmes Street ⁴	Widen to 3 lanes from High Street to US 421 (Thornhill By-Pass)	\$ 9.0
III	III	New East Connector ⁵	Four lane construction from I-64 to KY 676	\$21.1
III	III	West Frankfort-Capital Plaza Connector (US 127)	Widen to 6 lanes from US 60 to US 421	\$11.7
III	III	Wilkinson Boulevard	Widen to 6 lanes from Capital Plaza to US 460	\$27.9
N/A	I	Wilkinson Boulevard ⁶	Construct right turn lane at Mero Street	\$3.6
III	I	Interstate 64 ⁷	Widen to 6 lanes from US 60 to US 127	\$80.0
III	III	*East Main Street ⁸	Implement Access control from Glenns Creek To US 60 & US 460 Interchange, and reduce East Main from 4 lanes to three with a new bike lane	\$0.70

Notes

1. Reduce in priority due to I-64 Interchange near Cardwell Lane
2. Advocated by the Bluegrass ADD and Franklin County Fiscal Court as a regional transportation improvement
3. Re-affirms strong support for State funding
4. Denotes projects that need to be redefined due to unclear scope
5. Recommended item for deletion from future lists
6. Relieves right turn congestion on Wilkinson Blvd for cars accessing the KY River Bridge

7. Maintains regional high priority for the I 64 Corridor.

This item will be subject to priority review with the Board of Commissioners in work session on 12/16/02. The item requires timely review with the Board of Commissioners to facilitate the policy formulation and recommendation process with the Bluegrass ADD and the Kentucky Transportation Cabinet.

Recommendation: Approval, subject to final Board review.

Attachments: None.

Contact Person

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10. CITIZEN COMMENTS (Non-agenda items)

11. COMMISSIONER COMMENTS

12. ADJOURNMENT